

DDA Registry
File PERSONNEL-11

DDA 78-0170/8

8 March 1978

MEMORANDUM FOR: Director of Central Intelligence

FROM: John F. Blake
Deputy Director for Administration

Stan:

1. After receiving your approval to proceed with the upgrading of the recreational and athletic facilities, we commenced developing the official paper work to task GSA to accomplish the work and to withdraw from the appropriate accounts the non-appropriated funds.

2. The work was planned on a three phase basis, Phase I to be funded with appropriated funds, Phase II to include the baseball and football fields from the Employees Activity Association funds, and Phase III, tennis courts, to be financed by the "club funds." OGC has interposed temporary objections on using any of the "club funds" for purposes of creating athletic or recreational activities. We are, therefore, estopped from proceeding with that part of the program. They are currently legally researching the issue. We have directed GSA to proceed with Phases I and II, and I will keep both you and Frank currently advised on OGC action on the Phase III undertaking.

/s/ Jack

John F. Blake

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DDA:JFBBlake:kmg (8 Mar 78)

Administrative - Internal Use Only

EAA Contribution to Recreation and Athletic Facilities

1. The EAA was incorporated in the State of Virginia on 22 June 1964 with the stated purpose to:

"provide a comprehensive and balanced program of recreational, educational, welfare, philanthropic, social activities and all other activities for the general welfare of its members."

2. On 31 December 1977, EAA had a total membership of

STATINTL
[] The net gain for all EAA operations during 1976 was \$4,151.09. This gain resulted from membership fees, interest income, ticket sales, barbershop profits and EAA Store sales. The EAA budget for 1978 is \$17,065.57 and is broken down as follows among the four major activities:

\$11,454.00 Athletic
3,455.00 NPIC-Athletic
1,162.57 Social-Cultural
475.00 Special Events
200.00 Self-Improvement

3. The total assets of EAA on 31 December 1977 were a little over \$202,000; liabilities were about \$37,000 and the net worth was \$164,000. There were, however, outstanding obligations of \$23,000 for the EAA Store move and renovation and \$50,000 for construction of a recreation and athletic facility. When

the \$44,000 in store inventory is also considered, there remains about \$47,000 in operating and interest producing capital.

4. While the above figures are the most recent, they are representative of the type of information available to the EAA Board when it met on 28 April 1977 to consider possible expenditures for recreation and athletic facilities. Logistics had estimated that a total facility would cost \$171,140 and would include the following:

Basketball Court	\$8,800
Volleyball Court	350
Handball Court	4,800
Lighting Handball	3,890
Softball Field #1	8,900
Lighting Softball	14,400
Softball Field #2	9,100
Lighting Softball	14,400
Softball Field #3	14,000
Tennis Courts #1 and #2	25,000
Lighting Tennis	13,000
Tennis Courts #3 and #4	25,000
Lighting Tennis	6,400
Football and Soccer field	11,000
Lighting football	8,600
VEPCO service	3,500

5. There were conflicting requirements which the EAA Board had to face in considering possible expenditures for recreation and athletic facilities. First was the responsibility to provide a comprehensive and balanced program. The athletic program was certainly the largest and most active. During 1977 there were approximately 2,000 participants who played on 240 teams and were involved in over 1,400 separate games and matches. These participants represented about 43% of the

total membership. Their annual budgets, however, have exceeded 80% of total EAA grants because of the high cost of providing officials for the games. The Board remains concerned about the disproportionate share of expenditures for athletic activities as opposed to the other programs.

6. A second requirement was the need to maintain income. The EAA reserves provide a source of income in the form of interest which is used to help fund activities. While it is not considered desirable to accumulate large reserves, the amount retained serves a very useful purpose.

7. Another requirement was to provide for contingency expenses. In recent times EAA faced the possibility that it would have to pay the salaries of the four employees who serve in the EAA Coordinator's office and that it might have to pay rent for store and office space. It was determined that the coordinator activity is an appropriate Agency function for security and cover reasons but the space charge remains a possible additional expenditure.

8. After considering these factors, ^The EAA Board concluded that there was a need for additional recreation and athletic facilities and that up to \$50,000 of EAA reserves could be equitably used for this purpose without jeopardizing the ability of ^{the} Association to meet its obligations to the

total membership. The Board considered the activities which would provide the most value for the greatest number of EAA members and approved the expenditure of up to \$50,000 for the following athletic facilities listed in order of preference:

- Softball field
- Football/soccer field
- Basketball court
- Volleyball equipment
- Handball court
- Contingency, maintenance and upkeep

The Board did not believe it could justify to the entire membership allocation of substantial sums to tennis courts, which could be used by only a limited number of members. 3

TRANSMITTAL SLIP		DATE 4 Apr 78	
TO: ADDA			
ROOM NO.	BUILDING		
REMARKS:			
FROM: DD/OP			
ROOM NO.	BUILDING	EXTENSION	

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

UNCLASSIFIED	CONFIDENTIAL	SECRET
OFFICIAL ROUTING SLIP		
TO	NAME AND ADDRESS	DATE
1	DDA	4/3
2		
3	ADDA	
4		
5	DDA	
6		
<input checked="" type="checkbox"/>	ACTION	<input type="checkbox"/> DIRECT REPLY
<input type="checkbox"/>	APPROVAL	<input type="checkbox"/> DISPATCH
<input type="checkbox"/>	COMMENT	<input type="checkbox"/> RETURN
<input type="checkbox"/>	CONCURRENCE	<input type="checkbox"/> INFORMATION
DDA 78-0170/8		
Remarks: <div style="font-size: 1.5em; font-family: cursive;">See DCI's note.</div>		
FOLD HERE TO RETURN TO SENDER		
	NE NO.	DATE

STATINTL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Physical Conditioning Facilities

Executive Registry

78-4143/9

FROM:

John F. Blake
Deputy Director for Administration

EXTENSION

NO. DDA 78-0170/10

DATE

4 APR 1978

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

DDCI

05 APR 1978

Reference: Memo to DCI from DDA, dated 8 March 1978, re physical conditioning facilities.

2.

DCI

Rec'd 5 April 78 10 APR 1978

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- Basketball court
- Volleyball equipment
- Handball court
- Contingency, maintenance and upkeep

2. The Board did not believe it could justify to the entire membership allocation of substantial sums to tennis courts, which could be used by only a limited number of members.

John F. Blake
Deputy Director
for
Administration

cc: DDCI